

Cold Weather Rule Declaration Form

If you have difficulty paying your bills in full and need to make payment arrangements in accordance with the Minnesota Cold Weather Rule, complete this form and return it to Todd-Wadena Electric Cooperative. Submitting this application will not stop a disconnection. As stated in the Notice of Rights & Responsibilities, you must have an acceptable payment plan and make monthly payments. Contact our office to set up a payment plan.

NAME _____

ACCOUNT NUMBER _____ Total amount owed: \$ _____

ACCOUNT ADDRESS _____

CITY _____ STATE _____ ZIP _____

PHONE HOME _____ CELL: _____ WORK: _____

Total annual (yearly) household income \$ _____ Total number of persons in household _____

Source(s) of income (check all that apply):

Employment SSI/Food Stamps/MSA/Children's Health Plan AFDC/GA
 Disability/Social Security/Pension GI Medical Care/Medical Assistance
 I do not pay for any of my own medical expenses Other

Check if one or both conditions exist in your home:

Medical Emergency Disabled person residence

By signing this form I acknowledge that I have received, read and understand the Notice of Residential Customer's Rights and Responsibilities. I declare that the above information is true and correct. I give my permission to any energy provider or public assistance agency that serves me to exchange income and billing information with other energy providers and my utility for the purpose of program qualification.

Date _____

Customer Signature _____

*If you are the 'Third Party' for the member whose service is affected by this notice and are submitting this for him/her, sign here:

Signature

_____/____/_____
Phone Date

THIRD PARTY NOTIFICATION FORM

*You may want to alert a third party (friend, relative, community agency) if a disconnection notice has been issued to you. The third party will not be responsible to pay your bill, but will have the right to contact the cooperative and provide information or work out a payment arrangement. To designate a third party to be notified of the potential disconnection, complete this form and return it to the cooperative office.

Member Name _____

Account Number _____

Home Phone _____

Work Phone _____

3rd Party Name _____

3rd Party address _____

City State Zip

3rd Party Home Phone _____

3rd Party Work Phone _____

3rd Party Signature Date

Todd-Wadena Electric Cooperative has my permission to provide information to and accept information from the third party named above.

Member Signature Date

This request will not be accepted without the third party's signature. The member making the request understands that the cooperative assumes no liability for failure of third party to act upon notification.

Minnesota Cold Weather Rule

● Notice of Rights & Responsibilities

● Financial Assistance Resources

● Cold Weather Rule Declaration Form

● Third Party Notification Form



**TODD-WADENA
ELECTRIC COOPERATIVE**

550 Ash Avenue NE, Wadena MN 56482

218-631-3120; 800-321-8932

www.toddwadena.coop

NOTICE OF RIGHTS & RESPONSIBILITIES

These rights and responsibilities are designed to help you as needed to pay winter utility bills. **You must act promptly.** If you choose not to assert your rights or choose not to enter into a mutually acceptable payment plan, your electric service may be disconnected.

Your rights and responsibilities are:

- The right to declare an inability to pay your electric bill.
- The responsibility if you choose inability to pay, to complete fully the 'Cold Weather Rule Declaration Form' herein and return to Todd-Wadena Electric Cooperative before the disconnect date stated on your last bill.
- The right to negotiate a mutually acceptable payment schedule with Todd-Wadena Electric Cooperative.
- The responsibility to make monthly payments under the payment schedule.
- The right before you are disconnected, to appeal your disconnect notice.
- The responsibility if you choose to appeal, to deliver or mail a letter of appeal to Todd-wadena Electric Cooperative before the disconnect date stated on your bill.
- The right not to be disconnected until at least 20 calendar days after the postmark on the bill with the disconnect notice. The disconnect cannot occur on a Friday or the day before a holiday.

The Minnesota Cold Weather Rule governs how power suppliers handle wintertime nonpayment and disconnections. It specifies conditions under which utilities such as Todd-Wadena may or may not disconnect electric service for nonpayment between October 15 and April 15.

Disconnections may be prohibited when the disconnection affects the primary heat source for the household. The customer must complete a Declaration Form (included in this brochure) to declare an inability to pay, and must have an acceptable payment plan and make monthly payments.

MILITARY SERVICE PERSONNEL ASSISTANCE

Special consideration may be given when a household member has been deployed into military duty. If this is the case, contact Todd-Wadena Electric Cooperative at 218-631-3120 or 800-321-8932 to obtain an application and make a payment plan, which you must keep to qualify for protection.

RIGHT TO APPEAL

If you and Todd-Wadena cannot agree on a payment plan, you have the right to appeal to the Minnesota Public Utilities Commission. Todd-Wadena will not disconnect your service during the appeal process.

TODD-WADENA ELECTRIC COOPERATIVE IS AN EQUAL OPPORTUNITY PROVIDER AND EMPLOYER.

FINANCIAL ASSISTANCE RESOURCES

If you need help paying your electric bills, you may qualify for state or federal energy assistance. For complete qualifications and application information, contact your local Social Services or Community Action Council (CAC) listed here. These organizations may also provide budget counseling.

Energy Assistance, by county:

Becker, Hubbard, Ottertail & Wadena (Mahube OTWA)

218-847-1385 or 888-458-1385 (Detroit Lakes)

218-739-3011 (Fergus Falls)

218-632-3600 (Wadena)

Beltrami & Cass (Bi-Cap CAC)

218-751-4631 or 800-332-7161 (Bemidji)

Morrison (Tri-County Action Program)

320-251-1612 or 888-765-5597

Todd

320-732-4516 or 888-838-4066

Social Services, by county:

Becker 218-847-5628

Cass 218-547-1340

Hubbard 218-732-1451 or 877-450-1451

Ottertail 218-998-8150

Todd 320-732-4500 or 888-838-4066

Wadena 218-631-7605



Contact the cooperative office for information and advice that can save money on your electric bills.

631-3120 / 800-321-8932
www.toddwadena.coop